2013

UNIVERSITY OF CENTRAL MISSOURI
TRANSFER AND NEW ADULT ORIENTATION HANDBOOK

CHOOSE
RED

>INSIDE

**UNIVERSITY OF
CENTRAL MISSOURI**

**2013 TRANSFER AND NEW
ADULT ORIENTATION**

ORIENTATION **CHECKLIST**

❍ View the undergraduate catalog at **ucmo.edu/catalog**.

❍ Get your student photo ID card.*
Elliott Union 207A
8 a.m.–5 p.m. Monday-Friday
(8:30 a.m.-3 p.m. May-August)
You must have a printed copy of your schedule, your 700 number and a photo ID.

❍ View your bill through MyCentral at **mycentral.ucmo.edu**.
Pay your fees.
Student Financial Services
Ward Edwards 1100

❍ Pick up your textbooks.
Elliott Union lower level
You can view selected books and distribution dates at **ucmbookstore.com**.

❍ Send your official transcripts to the Office of Admissions by Oct. 1.

❍ Complete and return UCM's required immunization form to the University Health Center at **ucmo.edu/immunpolicy**.

❍ Set your Blackboard email and password 24 hours after you enroll by selecting "Network Password Change" at **mycentral.ucmo.edu**.

❍ Take the GEA exam. You must take the test the semester after earning 45 credit hours at any institution. Education students take the C-Base exam. Check the test dates at **ucmo.edu/testingservices**.

GETTING STARTED AT THE **UCM SUMMIT CENTER**

❍ Apply to UCM for admission (**ucmo.edu/admissions**) and send your official transcripts to UCM, Office of Admissions, WDE 1400, Warrensburg, MO, 64093. You must have official transcripts on file to enroll after your first semester.

❍ Meet with the Summit Center Adviser to review your initial status.
To schedule an appointment, call 816-347-1612 or email summitcenter@ucmo.edu.

❍ Enroll in courses through **mycentral.ucmo.edu**.

❍ Request a student ID card. Forms are available at the Summit Center's front desk.

❍ Order your textbooks from the University Store. Call 800-330-7698 or visit **ucmbookstore.com**. As a destination, choose "Transfer to Summit Ctr," and you will be able to pick up your books at the front desk.

❍ Pay your fees. You can view your bill online at **mycentral.ucmo.edu**.

❍ Validate your enrollment. Attend class the first day. If you are unable to attend, contact the instructor prior to the first day of class to indicate your intention to continue your enrollment.

❍ Check your student email account.

❍ Check Blackboard at **ucmo.blackboard.com**.

❍ Take the GEA exam. You must take the test the semester after earning 45 credit hours at any institution. Education students take the C-Base exam. Check the test dates at **ucmo.edu/testingservices**.

The first time you enroll you must meet with an academic adviser from the Gateway Advising and Major Exploration Center, regardless of your major. The Gateway Center provides a solid platform for ease of entry into the university for students transferring to UCM, as well as Open Option students, General Studies students and student athletes. The Gateway Center will help you with your initial advising, orientation and enrollment services. After your first semester enrollment, ask your adviser if you must see him/her or if you may enroll online through UCM's self-enrollment system.

To schedule an appointment with your academic adviser after your first semester's enrollment, please contact the advising center for your major. _____
660-543-_____

Office Location: _____

ACADEMIC **ADVISING**

Academic advising is an essential part of your success at UCM. At least once each semester, you should meet with your academic adviser to discuss your progress toward your degree and course selection for the next semester.

The advising system at UCM includes both professional advisers as well as departmental advisers. Departmental advisers assist you in selecting major and minor electives, determining transfer equivalencies for major and minor coursework, and making appropriate substitutions.

Class enrollment for summer and fall semesters begins in March, and spring semester enrollment begins in October. At UCM, the date you may enroll in classes is based on the number of credit hours you have earned (does not include in-progress work).

MYCENTRAL **STUDENT ENROLLMENT**

1. Login to MyCentral. Note: Click on "Login to MyCentral" to login, or go to **mycentral.ucmo.edu.**
2. Choose "Student Services."
3. Click "Look-up Classes to Add."
4. Select "Term."
5. Click "Submit."
6. Choose "Advanced Search."
7. Make appropriate selections.
8. Click "Class Search."
9. Select course you wish to enroll in. Note: C indicates a closed course.
10. Click "Submit."
11. Repeat steps 6-9 as appropriate.

ENROLLMENT **TIPS**

Here are some important tips to keep in mind when you are planning your enrollment:

1. Full-time enrollment for an undergraduate student is 12 or more credit hours during the fall and spring semesters and nine hours during the summer session.

2. Make sure you meet the prerequisites for a course before you attempt to enroll. You can see the prerequisites on MyCentral under "Search for Courses." Also check the catalog listing for your degree program, and talk to your adviser to be sure you are enrolling in appropriate courses.

3. Check with your departmental adviser to find out when the courses you need for your degree will be offered. Some courses are offered only once per year, and some are offered every other year.

You must validate enrollment in each class in one of the following two ways:

1. Preferred: Attend each class on the first day the class is scheduled to meet.

2. Alternate: If unable to attend on the first day, you must contact each class instructor prior to the first class day to indicate your intention to continue enrollment. Contact may be accomplished by email (**ucmo.edu/search**).

ONLINE COURSE INFORMATION
Online classes follow the university calendar for start and end dates. Expectations to these start and end dates include: online/hybrid classes, second-half semester classes, summer classes and any online class that begins after the first two days of the semester. When classes begin, login to Blackboard at **ucmo.edu/onlinecourseinfo**.

ADDING AND DROPPING **COURSES**
Once the semester begins, any changes in your schedule should be made during the drop/add period, which is the first five days of class of the semester. It is better to make any necessary changes before class begins, but if you are not able to do that, make sure you make the changes before the drop/add period is complete. (Please note that the drop/add period is different for

summer sessions and for courses on variant schedules).

You can receive a 50-percent refund in instructional fees if you drop courses during the second week of the semester, or a 25-percent refund if you drop during the third week. There is no refund for dropping classes after the third week. It's your responsibility to make sure that you have dropped any courses you meant to drop or you have added any courses you meant to add. If you do not drop a course and then fail to attend, you will get an "F" grade for that class. You can always check your schedule through MyCentral.

HOW TO USE **THE WAITLIST**
THINGS TO KNOW ABOUT THE WAITLIST:
* If there is an open section of the same course, it is generally better to go with the sure bet (the open class) than to hope for enrollment in the waitlisted section.
* Unfortunately, there is no way for students, faculty or staff members to tell what number you are on the waitlist.
* The waitlist is not first come, first served; it is by hours earned. So, you can be at the top of the waitlist today, but bumped lower on the waitlist if someone with more hours adds themselves to the waitlist.
* You cannot be enrolled in one section of a class and waitlist a different section of the same class.
* If you waitlist a class that is at the same time as a course in which you are enrolled, you will not be put into the waitlisted class.
* Prerequisite rules apply to waitlisted courses. The waitlist will not put you into a course in which you do not meet the prerequisites.
* Keep track of your waitlisted classes. If you get put into a class from the waitlist, you are responsible for paying for the class.

HOW TO ADD YOURSELF TO A WAITLIST:

• If you want to be added to a waitlist for a course that is closed, you first need to make sure that the course is available to waitlist. The columns "WL Cap, WL Act and WL Rem" show the capacity, actual enrollment and remaining seats on a waitlist. If the "WL Rem" is greater than zero, you can add yourself to the waitlist. If the "WL Cap" is zero, the course does not offer a waitlist.

• If there are seats available on a waitlist, write down the five-digit Course Reference Number for the course. Click on the "Add to Worksheet" button at the bottom of the page, then type in the CRN for the closed class and click on "Submit Changes."

• The next screen will show that the class is CLOSED – WAITLISTED (or OPEN – WAITLISTED if someone has dropped the class, but their seat is being held for the first person on the waitlist).

• Click on "Submit Changes" again and you will be added to the waitlist. Your list of classes on the registration screen will show either REGISTERED or WAITLISTED.

• Print a "Student Detail Schedule" to keep track of both waitlisted and registered courses. The "Student Schedule by Day and Time" will not show waitlisted courses.

• Check your campus email account regularly for notification of waitlist activity. Enrollment from the waitlist is not automatic, but updated nightly. When someone drops the full class, their seat will appear to be open on the class search screens. However, that seat is really being saved for the first person on the waitlist.

COMPUTER **IDs** AND **PASSWORDS**

New students will have two identifiers, each with an associated password, for UCM's computing systems:

A MyCentral ID, which is the same as your ID number	Example: 7001234567
A MyCentral password	Example: ArG123316%
A network username	Example: mxh12340
A network password	Example: aRg012205!

For questions regarding computer IDs and passwords, contact the Technology Support Center HELP Desk at 660-543-4357 (HELP).

Your MyCentral identifiers allow access to course enrollment, grades, bills and other functions at **mycentral.ucmo.edu**. Your network identifiers allow access to network resources, email and the Blackboard course management system. Both the MyCentral password and the network password are initially set to a default value, which is a randomized default password. You will be required to change your default password to a complex password when you login to MyCentral for the first time.

For more information on student IDs and passwords, visit **ucmo.edu/ot**.

As a UCM student, you have a "ucmo.edu" email account. This account is considered your official email address, and university-related information and announcements will be posted to this account. You are responsible for information sent to your UCM email account. If you prefer to use another email system to process your messages, you may choose to forward your email to another email account. Instructions for forwarding your email can be found at
ucmo.edu/ot.

CAN'T ACCESS YOUR EMAIL ACCOUNT?
The Technology Support Center is located in Ward Edwards 0200 (lower level). Staff members are available 24/7 to help you with problems logging into MyCentral, accessing your email and more. They may be reached by phone or email at 660-543-4357 or tsc@ucmo.edu. More information about tech support is available at **ucmo.edu/ot/students**.

BLACKBOARD HELP DESK
For questions about Blackboard, you may contact the Blackboard Help Desk at 660-543-8484 or bbhelp@ucmo.edu. Office hours are 7:30 a.m.-5 p.m. Monday-Friday. Visit the Blackboard Help Desk at **ucmo.edu/centralnet**.

HOLDS ON **YOUR ACCOUNT**
HOLDS ON YOUR ACCOUNT
You can check your hold(s) by logging into MyCentral. If you are unable to log into MyCentral, contact the Technology Support Center at 660-543-4357 or tsc@ucmo.edu.

Go to the "Student Services" tab, look in the "UCM Student Records" section and click on "View Holds." Consult the "Who to Contact" link for contact information for the office(s) that placed a hold on your account. **Contact the office(s) that placed the hold(s) to learn how to resolve them.**

HAVING HOLDS REMOVED
You should plan to have your hold(s) removed prior to your enrollment access date. Your enrollment access date is determined by your earned credit hours, and it does not include the hours you currently have in progress. To ensure the best selection of courses, you are strongly encouraged to complete your enrollment on this day. Approximately 700 students register each day, so waiting even one day can make a big difference in your schedule.

To find out when you can enroll, go to **ucmo.edu/enroll**.

All UCM students with the exception of teacher education majors are required to take the General Education Assessment instrument as a condition for graduation. Students must test the semester after a total of **45 credit hours** have been earned at any institution.

The GEA exam is an integrated test of intellectual skills that measures proficiency in critical thinking, reading, writing and mathematics in the context of humanities, social sciences and natural sciences. Intellectual skills rather than subject knowledge are assessed.

The GEA score report is available immediately upon completion of the exam. A minimum total score of 425 (based on a scaled range of 400–500) must be obtained to fulfill/pass the General Education Assessment policy. The GEA may be retaken one time without approval. A 30-day waiting period must elapse between test dates.

Test registration as well as resources for test preparation is available by logging on to MyCentral. Additional information is available in the Office of Testing Services, Humphreys 216.

STUDENT **ID CARD**

As a new student, make sure you get your student ID card in Elliott Union 207A. You will need your ID in order to purchase textbooks at the University Store, borrow books from the library and for other important functions. University services that can be accessed through your student ID include bookstore and library services, meal plans, vending, laundry, copy services, gym access, free use of athletic equipment and free admission to athletic events. You must have a copy of your schedule, your 700 number and photo ID to obtain your student ID card. Summit Center students fill out a form at the front desk, have picture taken and an I.D. arrives within two weeks.

BANK **SERVICES**

Bank services, offered through U.S. Bank, include savings and free checking accounts, access to ATMs conveniently located on campus as well as off campus, and debit services from local, regional and national merchants. Campus ATMs are located in the Elliott Union, Ellis Hall and the Ward Edwards Building.

IMMUNIZATION **POLICY**

Students born on or after Jan. 1, 1957, must comply with the MMR immunization policy, which requires two vaccines against the measles and one against mumps and rubella. The first measles vaccine or combination measles/mumps/rubella vaccines must have been given at the age of 12 months or older. A second vaccine for measles or MMR must have been administered at least one month after the first one. A completed immunization form should be turned in to the University Health Center. A copy of an immunization record documenting the vaccine is required.

The state of Missouri requires that all students living in university housing be informed about meningococcal disease and about the availability of a vaccine that can lower your risk of contracting the disease.

For more information go to **ucmo.edu/immunpolicy.**

The University Store offers a wide variety of products including textbooks, miscellaneous books and magazines, UCM apparel and gifts, school supplies, art materials and gift cards. The store accepts cash, credit and debit cards, financial aid or UCM debit accounts with a valid photo ID. A student ID is required when paying with financial aid or a UCM debit account. Items can be purchased online and delivered to the Summit Center.

For more information, visit **ucmbookstore.com**.

PAYING YOUR **BILL**

Registration for classes creates a legally binding financial obligation to pay tuition and fees according to official university policy. You are responsible for paying all charges incurred by your class enrollment, room and board choices, laboratory charges, materials used, department fines and other charges. Any financial assistance should be arranged prior to the beginning of classes through the Office of Student Financial Services.

The payment due date will first appear on a Statement of Account mailed to your permanent address. All other statements will be posted online with a notice sent to your student email address. Students in good financial standing may establish a budget payment plan online through the student portal.

If you have questions, please contact Student Financial Services at 660-543-8266 or **ucmo.edu/contactsfs**.

METHODS OF PAYMENT

Payment methods may be used to pay the charges on the student account. Options include:

1. Pay in person with cash, check or money order to the Office of Student Financial Services, Ward Edwards 1100. Payment by credit card, counter or starter check is not accepted. Checks that do not have preprinted personal information on them will not be accepted. A drop box located by the south door of the office is available for paying after hours. **Make checks payable to University of Central Missouri.**
2. Pay online with an approved Visa, MasterCard or Discover credit or debit card.
3. Pay by mail to University of Central Missouri, Office of Student Financial Services, Warrensburg, MO 64093.
4. Pay with pending federal financial aid and/or scholarships and awards, provided all necessary forms are completed with appropriate offices.
5. Pay by providing written authorization from companies, federal and state agencies, and other non-university organizations to the Office of Student Financial Services.

PAYING YOUR **BILL**

Checks issued to the University of Central Missouri will be electronically drafted from the customer's checking account. In the event that the transaction is returned unpaid, the customer agrees to have his/her account electronically drafted for a return check charge of $25 and the amount of the check. Items returned unpaid will be submitted for repayment the maximum times allowed by law.

NON-TRADITIONAL **STUDENT SERVICES**

If you are married, a parent, a veteran or have a gap of more than five years since attending high school, you are considered a non-traditional student. Non-traditional students often have special concerns that differ from traditional students. Whether it's child care, schoolwork or financial assistance, non-traditional student services provide support and referral to address your special needs.

Information on scholarships, child care and student services can be found at **ucmo.edu/nontrad**.

For more information, contact
Kristie Brinkley
Assistantt Director Volunteer Services
Office of Student Activities
660-543-4007

BLACKBOARD ONLINE **COURSE MANAGEMENT**

SAMPLE COURSE SCHEDULE **KEY**

AE - Academic Enrichment	MAR - Martin Building	W - Wednesday
COMM - Communication	MATH - Mathematics	R - Thursday F - Friday
ENGL - English	M - Monday	WD - Wood Building
HIST - History	T - Tuesday	WCM - W.C. Morris Building
HUM - Humphreys Building		

Blackboard is a course management system that provides a round-the-clock access to course content, communication and assessment tools at UCM. The following directions will help you get started:

USING BLACKBOARD

1. Verify that your browser and version are supported by browsing to **courses.ucmo.edu/check.**

2. Using your browser, go to **courses.ucmo.edu.**

3. Click on the Blackboard icon.

4. Enter your UCM assigned network username and password.

5. Click "Login."

6. The first step is to personalize your Blackboard by providing your preferred first name and making your email address visible to fellow students and your instructor.

7. From the "Tools" panel on the "My Blackboard" page, click on "Personal Settings > Edit Personal Information." Fill out the "Other Information" area if you wish, and click "Submit" and then "OK."

8. Click on "Set Privacy Options." Make your email address available by clicking in the check box next to "Email Address." You can choose to make any of the other information public or not. Click "Submit," "OK" and then "OK."

9. Along the top of the window, you should see two tabs, "My Blackboard" and "Courses." The "My Blackboard" tab will be your starting point when using Blackboard. On the "My Blackboard" page, you will have several modules displayed such as "My Courses," "My Announcements" and "My Calendar."

10. The "My Courses" module lists all the courses in which you are enrolled. Please note, your Blackboard sections will not show up in your course list until your instructor makes it available to you. Please, check with your instructor as to whether Blackboard will be used and when the section will become available.

11. Click on the name of a course from the "My Courses" module to access the course's Blackboard page. Upon entering the course, you will notice the course menu on the left side of the screen. Explore the links in the course menu. Any questions you have about where specific materials or content is stored should be directed to your instructor.

12. Help information for Blackboard can be found in several places. The Blackboard Student User Manual can be accessed in any course from "Course Tools > User Manual." Several help resources are also available on the Blackboard login page, which you can access from **courses.ucmo.edu.**

SCHEDULE **PLANNER**

Schedule Planner is a software application that allows you to quickly and easily plan your optimal class schedules. You can use Schedule Planner to see all possible combinations of schedules that are available based on the specific courses and break times (work, athletic practice, etc.) that are chosen.

You may begin planning schedules as soon as the course offerings are available in MyCentral. Fall course offerings are available in late-January, spring course offerings are available in mid-September, and summer course offerings are available in mid-December.

Use of Schedule Planner is optional. Planning a class schedule in Schedule Planner does not constitute registering for classes. You will still use MyCentral to complete registration on your enrollment access date.

How to Use the New Schedule Planner

1. Visit UCM Homepage, and Click "MyCentral" Link.

1. Click "MyCentral" link.

2. Go to "Schedule Planner," and click "Continue."

2. Follow The Directions To Plan Schedules.

1. Add Courses To Take Next Term

2. Add Breaks To Block Off Times for No Class
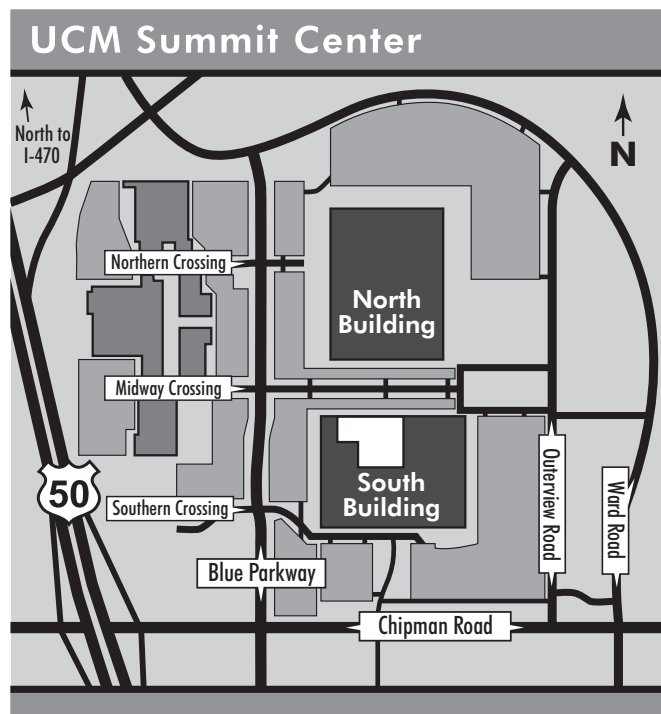
3. Click "View" To View Schedules

4. When you've found a schedule you like, click "Registration Instructions" to get the CRN#'s for registration!

Main St.

Mulberry St.

Crane Stadium/
Tompkins Field

Free
Parking

Field
Events
Area

Field
Events
Area

Ming St.

Jones Ave.

Warren St.

Hunt St.

Hillcrest Dr.

Visitors Parking

Multipurpose
Building

Visitors
Parking

King St.

McGoodwin St.

South St.

Nat'l Police
Institute

Greenwood
Park

Nattinger

Tennis
Courts

Bradshaw

Washington St.

Washington St.

← To Central Village

Houts

Hosey

Nickerson

Walton Stadium

General
Services

Ming St.

South

Todd

Houx St.

Fitzgerald

Todd

South Yeater

Yeater

Salmo
Park

Alumni Park

Kennedy
Field

Amphitheatre

South St.

Fraternity
Complex

Tennis
Courts

Maastricht
Friendship Tower

Cub-Field
Fremd

← To Pertle Springs/Keth Memorial Golf Course/
Nature Central/Central Village/
Highway Safety Instructional Park

Holden St.

Holden St.

To Downtown Warrensburg →

Panhellenic

Visitors
Parking

Health Ctr.

Smiser
Center

Gilbert
Student
Activities
Center

Elliott
Union

Union St.

Morris

Rolantz
Hall

Morris

Nattm
Auditorium

South St.

Broad St.

College Ave.

Pedestrian Mall

Hunt St.

Wood

Highlander
Theatre

Martin

Alumni
Chapel

Humphreys

Quadrangle

Ward
Edwards

College Ave.

Broad St.

College High
Memorial

Dockery

Missouri St.

Kirkpatrick
Library

Drummond St.

Clark St.

Art Center

Garrison

Morrow

North
Morrow

Administration

Hendricks
Hall

Visitors
Parking

South St.

Highland St.

Carpenter St.

Lovinger

Student
Recreation
& Wellness
Center

Sports
Field

Hart Recital
Hall

Utt

Grinstead

← To South Recreation Athletic Complex/Jennies Softball & Soccer Fields

Maguire St./Highway 13

Pedestrian
Overpass

To Highway 50 West for Swisher Skyhaven Airport →

Diemer

Clark St.

Art
Annex

Foster

Child Care
Center/
RPDC

Knox

South Ellis

Ellis

North Ellis

East Ellis

Gaines Technology

Stahl
Construction
Technology

Public Safety

Technology
Laboratories

Agricultural
Mechanization

Broad St.

East Field

Hudson

Anderson St.

University
Conference Ctr.

Christopher St.

Cleburn St.

To University Farm

To Prussing Research Farm

E .... Elevator

☆ .... Designated Accessible
Entrance

.... (Actual Street Length
Greater than Shown)

.... Streets, Sidewalks

.... Handicapped Parking

.... Visitor Parking

.... Parking Lots

.... Points of Interest

.... Athletic Facilities

.... Residence Centers

.... Campus Buildings

Lee's Summit Area

North to I-470

70

Noland Rd

Lee's Summit Rd

470

350

435

Bannister Rd

Colbern Rd

470

Douglas Rd

291

View High Dr

Chipman Rd

3rd St

71

N

50

UCM Summit Center

N

Northern Crossing

North Building

Midway Crossing

Outerview Road

Ward Road

50

Southern Crossing

South Building

Blue Parkway

Chipman Road

850 NW Chipman Road, Door 54, Lee's Summit, MO 64063

CAMPUS **RESOURCES**

ACADEMIC ADVISEMENT
College of Arts, Humanities and Social Sciences
Martin 126
660-543-4814
ucmo.edu/cahss

College of Education
Lovinger 2190
660-543-4888
ucmo.edu/ced

College of Health, Science and Technology
Administration 102
660-543-4554
ucmo.edu/chst

Harmon College of Business and Professional Studies
Ward Edwards 1600
660-543-8577
ucmo.edu/hcbps

Gateway Advising and Major Exploration Center
Ward Edwards 1900
660-543-4721
ucmo.edu/gateway

ACADEMIC ENRICHMENT
Student Success Center
JCK Library 3150
660-543-8972
ucmo.edu/successcenter

- Learning Center – Tutoring or math
- Credit and noncredit skill-building classes

ACCESSIBILITY SERVICES
Elliott Union 222
660-543-4421
ucmo.edu/access

CHILD CARE
Foster-Knox
660-543-4605
- 6 weeks to 10 years

Central Village
660-543-4793
- Six weeks to 5 years

COMPUTER LABS
James C. Kirkpatrick Library
Elliott Union
Ward Edwards Building, 2nd floor

COUNSELING CENTER
Humphreys 131
660-543-4060
ucmo.edu/cps

- Individual and group counseling
- Crisis intervention
- Outreach programming

DINING SERVICES
Ellis Complex L14
660-543-4012
ucmo.edu/dining

- Dining dollars
- Residence hall cafeterias
- Union food court

EXTENDED CAMPUS
Humphreys 410
660-543-4984

HELP DESK
660-543-HELP
ucmo.edu/infoserv

OFFICE OF CAREER SERVICES
Elliott Union 302
660-543-4985
ucmo.edu/career

- Part-time job board
- Career development workshops
- One-on-one career counseling

OFFICE OF STUDENT ACTIVITIES
Elliott Union 217
660-543-4007
www.ucmo.edu/osa

- Student organizations
- Leadership programs
- Intramural sports
- Volunteer programs
- Non-traditional student services

**OFFICE OF STUDENT
FINANCIAL SERVICES**
Ward Edwards 1100
660-543-8266
ucmo.edu/sfs

- Free Application for Federal
  Student Aid
- Work-study
- Federal grants
- Student loan programs
- Veteran services

Scholarships
Ward Edwards 1100
660-543-4541
ucmo.edu/scholarships

- Transfer
- Currents students
- Foundation

**OFFICE OF MILITARY
AND VETERAN SERVICES**
Elliott Union 117
660-543-8776
ucmo.edu/vets

PARKING SERVICES
306 Broad St.
660-543-4098
ucmo.edu/ps/parking

- Parking permits after June 1
- Bicycle registration
- Safety services

**RECREATION
Student Recreation
and Wellness Center**
660-543-8621
ucmo.edu/rec

Multipurpose Building
660-543-4063

Pertle Springs
660-543-4182

Elliott Union
660-543-4052
ucmo.edu/union

Intramural Sports
660-543-4007

STUDENT ID
Elliott Union 207A
660-543-4052
ucmo.edu/id

**STUDENT TEACHER COORDINATOR
AND TEACHER CERTIFICATION**
Lovinger 2170
660-543-4882
ucmo.edu/cert

STUDY ABROAD
Ward Edwards 1200
660-543-4195
ucmo.edu/international

- Exchange arrangements with
  universities in other countries
- Summer tours
- International internships and
  student teaching

TESTING SERVICES
Humphreys 216
660-543-4919
ucmo.edu/testingservices

- Credit by examination
- Planned placement testing
- C-BASE/GEA testing
- Exit assessments
- National standardized
  tests (GRE, PRAXIS, LSAT)

TRIO-STUDENT SUPPORT SERVICES
Humphreys 127
660-543-4394
ucmo.edu/trio

THE WRITING CENTER
Humphreys 116
660-543-4367
ucmo.edu/ae/writing

UCM SUMMIT CENTER
Lee's Summit, MO
660-543-8228, 816-347-1612
ucmo.edu/summitcenter

UNIVERSITY HEALTH CENTER
108 East Clark St.
660-543-4770
ucmo.edu/uhc

- Student health insurance
  available
- Medical care
- Health education
- Wellness and prevention
  services

UNIVERSITY HOUSING
Ellis Complex L23
660-543-4515
ucmo.edu/housing

- Residence Halls
- Married/family housing
- Apartments
- Greek Life

**UNIVERSITY STORE/
UNION STATION**
Elliott Union, lower level
660-543-4370
ucmbookstore.com

OFFICE OF ADMISSIONS
Ward Edwards 1400
877.SAY.UCMO
ucmo.edu/admissions

UNIVERSITY OF CENTRAL MISSOURI.
LEARNING TO A GREATER DEGREE

ucmo.edu